



Committee: Executive

Date: Monday 6 November 2023

Time: 6.30 pm

Venue Bodicote House, Bodicote, Banbury, Oxon OX15 4AA

Membership

Councillor Barry Wood (Chairman)	Councillor Adam Nell (Vice-Chairman)
Councillor Phil Chapman	Councillor Sandy Dallimore
Councillor Donna Ford	Councillor Nicholas Mawer
Councillor Andrew McHugh	Councillor Eddie Reeves
Councillor Dan Sames	Councillor Nigel Simpson

AGENDA

1. Apologies for Absence

2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest that they may have in any of the items under consideration at this meeting.

3. Petitions and Requests to Address the Meeting

The Chairman to report on any requests to submit petitions or to address the meeting.

4. Minutes (Pages 7 - 20)

To confirm as a correct record the public Minutes and the exempt Minutes of the meeting held on 2 October 2023 (if there are any queries on the exempt Minutes, these will need to be considered following resolution to exclude the press and public).

5. Chairman's Announcements

To receive communications from the Chairman.

6. **12-Month Climate Action Plan 2023 - 2024** (Pages 21 - 120)

Report of Corporate Director Communities and Climate Action Manager

Purpose of report

To set out the background and content of a newly produced 12-month Action Plan for climate change, which is based on our 2020 Climate Change Framework.

Recommendations

The meeting is recommended:

- 1.1 To accept the ambitions of this Action Plan.
- 1.2 To recognise the implementation of this Action Plan will have on-going resource implications for council budgets and that additional requests will be forthcoming, as and when business cases are developed, e.g. for the provision of additional Solar PV to reduce energy bills. Each business case will be assessed and brought forward if affordable.

7. **Voluntary Sector Wellbeing Grants Statement 2023 -2025** (Pages 121 - 126)

Report of Assistant Director Wellbeing and Housing

Purpose of report

To provide and approve the statement on the provision of grants to the voluntary sector organisations

Recommendations

The meeting is recommended:

- 1.1 To approve the Wellbeing Grants to voluntary sector statement 2023-2025 as provided.

8. **Garden Waste Charges 2024/2025** (Pages 127 - 132)

Report of Assistant Director Environmental Services

Purpose of report

To set the garden waste collection charges for 2024/25

Recommendations

The meeting is recommended:

- 1.1 To approve a single Garden Waste Subscription charge (appendix 1) for 2024/25 effective from 4 December 2023.

9. Environment Act 2021 and Biodiversity Net Gain Preparation (Pages 133 - 146)

Report of Corporate Director Communities

Purpose of report

To advise Members of the forthcoming statutory requirements in respect of biodiversity under the Environment Act 2021 and of the on-going preparation for meeting those requirements.

Recommendations

The meeting is recommended:

- 1.1 To note the requirements of the Environment Act 2021 in respect of biodiversity and the on-going preparation for the introduction of statutory Biodiversity Net Gain requirements as set out in the report.
- 1.2 To approve the preparation of a revised Community Biodiversity Plan in the interest of meeting the statutory general biodiversity objective, to monitor the progress in delivering that Plan and to keep it under review.

10. Performance, Risk and Finance Monitoring Report Quarter 2 2023 (Pages 147 - 218)

(Appendices 6 and 7 to this report are exempt and any questions on these appendices must be asked in private session, following Executive resolution to exclude the press and public)

Report of Assistant Director of Finance and Assistant Director Customer Focus

Purpose of report

To update Executive on how well the council is performing in delivering its priorities, managing potential risks, and balancing its finances for 2023/24 up to the end of Quarter 2 2023.

Recommendations

The meeting is recommended:

- 1.1 To note the Council's Performance, Risk and Financial report for the current financial year up to the end of Quarter 2 2023 and its contents.
- 1.2 To approve the use of reserves in Appendix 5.
- 1.3 To approve the £0.030m grants funding for the UKSPF Community Facilities.
- 1.4 To approve the S106 funding for Longford Park Sports Pitches amounting to £0.050m.

- 1.5 To approve the S106 funding for Deddington Parish Council projects amounting to £0.040m.
- 1.6 To approve the increase in Building Safety Regulator hourly rate to £71.32.
- 1.7 To approve the write offs of £0.787m set out in section 3.7 and Appendix 3 and to note that they will be funded by the bad debt provision.

11. Relocation of CDC administrative headquarters from Bodicote House to Castle Quay (Pages 219 - 224)

(Any questions in relation to the exempt version of this report and the exempt appendix must be asked in private session, following Executive resolution to exclude the press and public)

Report of Corporate Director of Resources

Purpose of report

This report seeks approval of the Business Case to commence work on the project of relocating the Council's administrative headquarters from Bodicote House to Castle Quay

Recommendations

The meeting is recommended:

- 1.1 To approve the Business Case for the relocation of the Council Offices from Bodicote House to Castle Quay.
- 1.2 To delegate authority to the Corporate Director of Resources, in consultation with the Portfolio Holder for Property, to initiate a project to relocate the administrative offices of the Council to Castle Quay
- 1.3 To recommend to the Council to approve an increase in the Capital Programme of £4.5m towards the delivery of this project in order to authorise expenditure for the project

12. Sale of Bodicote House Site, White Post Road, Bodicote, OX15 4AA (Pages 225 - 230)

(Any questions in relation to the exempt version of this report and the exempt appendices must be asked in private session, following Executive resolution to exclude the press and public)

Report of Corporate Director of Resources

Purpose of Report

Bodicote House site has been marketed for sale, to facilitate the Council moving to new offices. The report seeks delegated authority and approval to enter into negotiations to agree the Heads of Terms.

Recommendations

The meeting is recommended:

- 1.1 To delegate authority to the Corporate Director of Resources in consultation with the Portfolio Holder for Property and the S151 Officer, to enter into negotiations to agree the Heads of Terms with Company C.

13. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

14. Exclusion of the Press and Public

The following items contain exempt information as defined in the following paragraph of Part 1, Schedule 12A of Local Government Act 1972.

3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Members are reminded that whilst the following items have been marked as exempt, it is for the meeting to decide whether or not to consider them in private or in public. In making the decision, Members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

No representations have been received from the public requesting that these items be considered in public.

Should Members decide not to make decisions in public, they are recommended to pass the following recommendation:

“That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraph 3 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

15. Performance, Risk and Finance Monitoring Report Quarter 2 2023 - Exempt Appendices 6 and 7 (Pages 231 - 252)

16. Relocation of CDC administrative headquarters from Bodicote House to Castle Quay - Exempt report and appendix (Pages 253 - 268)

Exempt report of Corporate Director Resources

17. Sale of Bodicote House Site, White Post Road, Bodicote, OX15 4AA - Exempt report and appendices (Pages 269 - 282)

Exempt report of Corporate Director Resources

18. Readmittance of the Press and Public

Following consideration of the exempt papers, Executive is recommended to resolve to readmit the press and public to make consider the recommendations set out at agenda items 11 and 12.

Members are reminded to collect any post from their pigeon holes

Information about this Agenda

Apologies for Absence

Apologies for absence should be notified to democracy@cherwell-dc.gov.uk or 01295 221534 prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

This agenda constitutes the 5 day notice required by Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in terms of the intention to consider an item of business in private.

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Please ensure that any device is switched to silent operation or switched off.

Queries Regarding this Agenda

Please contact Natasha Clark, Democratic and Elections democracy@cherwell-dc.gov.uk,
01295 221534

Yvonne Rees
Chief Executive

Published on Friday 27 October 2023